



ATLANTA CITY COUNCIL

FELICIA A. MOORE  
COUNCIL MEMBER, DISTRICT 9

RECEIVED  
SEP 18 2006

BY:.....

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September 5, 2006

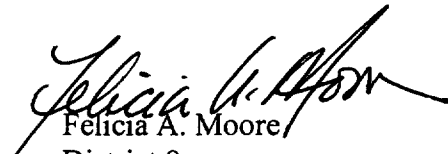
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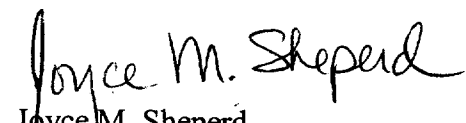
President Lisa Borders  
Atlanta City Council  
City of Atlanta  
55 Trinity Avenue  
Atlanta, GA 30303


Dear President Borders:


We are pleased to appoint Mr. Mark A. Evans to serve as a member of the Atlanta Tree Conservation Commission. We are attaching a copy of Mr. Evans resume for the committee's review. Mr. Evans resides in District 9 and has shown a strong interest in serving on the Tree Commission.


Sincerely,

  
Felicia A. Moore  
District 9

  
Joyce M. Sheperd  
District 12

  
C.T. Martin  
District 10

  
H. Lamar Willis  
Post 3 At Large

  
James Maddox  
District 11

**Mark A. Evans**  
**2411 Paul Avenue, NW**  
**Atlanta, GA 30318**  
**404-792-2717 (home)**  
**404-735-9044 (cell)**  
**iammevans@yahoo.com**

**OBJECTIVE:** To use my mortgage originating background to secure a position with your company.

**EMPLOYMENT:**

**Citizens First Mortgage Company – Tucker, GA, Mortgage Originator** - August 2004 through June 2005. Duties include: Residential mortgage origination. Solicit Realtors, attorneys, financial planners, and affiliated groups and associations. Meet with and qualify borrower(s) to see what they qualify for application and sales contract to ensure the contract is valid. Put loan into process, monitor loan through approval, communicated terms and conditions to all parties, followed loans to successful closing.

**New City Mortgage – Norcross, GA, Assistant Branch Manager/Construction Lending** – August 2003 – August 2004. This company was a full service brokerage, my duties included: Obtaining residential investors, Training sales force on how to qualify and sell mortgage products. Reviewing loan application(s) to ensure loan is viable. Monitor process to ensure loan officer(s) growth. Stepped in as a troubleshooter when there were problems. I also was responsible for my own personal origination, followed loans to successful closing.

**Wells Fargo Home Mortgage – Stockbridge, GA, Home Mortgage Consultant** - March 2003 – August 2003. Solicited Builders, Realtors and Financial Planners for mortgage products. Reviewed mortgage loans to ensure loan fit program guidelines, reviewed properties to ensure property fit guidelines. Reviewed appraisals against Marshall and Swift values to ensure that property is worth value. Communicated status to all parties. Coordinated file and followed through to closing.

**Westminster Mortgage – Atlanta, GA, Mortgage Consultant** - January 2002 – March 2003. I held this job as a part-time position while I worked for Corporate Express. Solicited Builders, Realtors and Financial Planners for mortgage products. Reviewed mortgage loans to ensure loan fit program guidelines, reviewed properties to ensure that transaction fit program guidelines. Reviewed appraisals against Marshall and Swift values to ensure that property is worth value. Communicated status to all parties. Coordinated file and followed through to closing.

**Corporate Express – Atlanta, GA, Transportation Manager (Logistics)** – January 1998 – December 2002. I worked for a multi state business to business solutions provider and was in charge of the following: Managed routes for office equipment/supply deliveries. Ensured there was adequate coverage on all routes. Scheduled back up drivers when route drivers were ill, communicated orders between the customer service center, the client and our drivers. **Also responsible for safety of company vehicles and drivers.** Ensured vehicles were up to DOT standards by performing weekly maintenance checks. Maintained vehicle logs, and scheduled maintenance. Monitored fuel usage. Made sure vehicles returned to company premises and safeguarded.

**MLQ Courier – Atlanta, GA, Transportation Manager (Logistics)** – January 1997 – December 1998. (MLQ Courier was purchased by Corporate Express) I worked for a multi state business to business solutions provider and was in charge of the following: Managed routes for office equipment/supply deliveries. Ensured there was adequate coverage on all routes. Scheduled back up drivers when route drivers were ill, communicated orders between the customer service center, the client and our drivers. Ensured vehicles were up to DOT standards by performing weekly maintenance checks. Maintained vehicle logs, and scheduled maintenance. Monitored fuel usage.

Prior to working as the transportation manager, I was a driver. I drove a 24 foot truck for MLQ.

**UPS Truck Leasing – Atlanta, GA, Class C Diesel Mechanic - January** 1994 – December 1997. Duties included: Performed diagnostics and repairs to truck fleet. Monitored log for the vehicles in my territory and performed maintenance to ensure operation within DOT guidelines. Worked with the insurance department when claim(s) occurred.

#### **EDUCATION:**

##### **Milwaukee Business College**

(1989 – 1990) Majored in Business Administration

##### **Dayton Job Corps Center**

(1984 – 1985) Received Automotive Technician Certification

#### **Licenses/Certification**

CDL Licensed – Experience driving up to 24' container vehicles

Certified Mortgage Professional

#### **REFERENCES:**

Furnished upon request